



PURCHASE ORDER

PO Number: 303-1-0914

Requisition Number: 303-1-02024

Order Date: 6/28/2021

Released

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accountspayable@tfc.state.tx.us

IF INVOICE IS MAILED, DELAYS MAY OCCUR.

TEXAS FACILITIES COMMISSION

FISCAL MANAGEMENT / ACCOUNTS PAYABLE

P.O. BOX 13047 Austin, Texas 78711-3047

Delivery Location

Other
1711 San Jacinto Blvd, Room 190
San Antonio, TX 78201

Show numbers on all papers and packages

Referenced Source or Vendor

33033033037000
Texas Facilities Commission
Federal Surplus Property Program
PO Box 13047
Austin, TX 78711-3047
Kristy Fierro
Phone:512-463-3458, Fax:
federal.surplus@tfc.state.tx.us

Telework support and IT operations support items purchase from State/Fed Surplus property.

TFC Contact:

Martha Smith, (512) 463-8695

Description

Sec. 771.003. AUTHORITY TO CONTRACT; EXCEPTIONS. (a) A state agency may agree or contract with another state agency for the provision of necessary and authorized services and resources.
Exempt Purchase TGC 771 Interagency Agreement.

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Storage Cart Asset #: 48-019-6294-48-018						
NIGP Class: 207	1	ea	\$15.00	6/28/2021	8/31/2021	\$15.00
NIGP Item: 23						
Object Class: 334						
Reimbursement Type: Not Reimbursable						
Cabinet	1	ea	\$25.00	6/28/2021	8/31/2021	\$25.00

Asset#: 48-020-6134-48-003

NIGP Class: 204**NIGP Item:** 10**Object Class:** 334**Reimbursement Type:** Not Reimbursable

Mice

Asset #: 48-021-6104-48-001

NIGP Class: 984

50

ea

\$1.00

6/28/2021

8/31/2021

\$50.00

NIGP Item: 54**Object Class:** 377**Reimbursement Type:** Not Reimbursable

6-outlet Surge Protectors

Asset #: 48-021-6165-18-018

NIGP Class: 207

100

ea

\$4.00

6/28/2021

8/31/2021

\$400.00

NIGP Item: 67**Object Class:** 377**Reimbursement Type:** Not Reimbursable

Backpack bag for Laptops

48-021-7033-48-007

NIGP Class: 998

75

ea

\$5.00

6/28/2021

8/31/2021

\$375.00

NIGP Item: 10**Object Class:** 377**Reimbursement Type:** Not Reimbursable**Notes:** Backpack laptop bags

Wired Keyboard

Asset #: 48-021-7107-48-009

NIGP Class: 984

35

ea

\$5.00

6/28/2021

8/31/2021

\$175.00

NIGP Item: 54**Object Class:** 377**Reimbursement Type:** Not Reimbursable**Grand Total \$1,040.00**

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

Agency	TFC
Fiscal Year	2021
Division	Finance
Program	Information Systems
Phone	5124638695
Org Code	0603 - Information Systems
Type of Purchase/PCC Code	' ' Exempt with Specific Legal Cite
Work Order Number	n/a

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.

TEXAS FACILITIES COMMISSION INTERNAL PURCHASING

PURCHASER: _____

Sastry, Archana - CTCM, CTPM, 5124632743

(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[\(Show Terms And Conditions...\)](#)